

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Tuesday, July 12, 2011

Call to Order: Chairman Healy called the meeting to order at 1807 hours. A quorum was present.

1. Roll Call

Committee members John Healy, Carmen Corvino, William Brennan, Alderman Phil Vetro, Judith Toohey, Jack Jansen, and Alderman Bill Bevan. Also present was Assistant Chief Al Zingaro; from DeCarlo & Doll, Inc., Emanuel Machado.

2. Consideration of Minutes

Regular Meeting - June 23, 2011

Committee members Vetro and Bevan made and seconded a motion to accept the minutes of the June 23, 2011, meeting as presented. Motion carried unanimously.

Committee Members Toohey and Jansen abstained from voting as they were absent from the last meeting.

3. Report of Chairman

Chairman Healy reported that he and Mr. Machado met that morning to discuss making a \$66,200 deposit through Salce Contracting to the company that will be manufacturing the steel trusses for the station.

The Chairman thanked Committee Member Brennan for attending the most recent job meeting while he was out of town.

The Chairman also reported that the structural drawings for the floor elevation had been completed and had been provided to Building Inspector Raucci.

Chairman Healy said that although the Committee approved paying Mr. Machado \$100 per hour for producing the minutes from the job meetings, the fee should have been approved at \$115 per hour. The Committee Members discussed their desire to continue to have Mr. Machado produce the minutes, rather than a representative from Salce Contracting.

Committee Members Corvino and Jansen made and seconded a motion to pay DeCarlo & Doll \$115 per hour, with a cap of two hours, for Mr. Machado's preparation of the job meeting minutes. Motion carried unanimously.

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Committee Member Vetro commented that Mr. Machado's work is worth "at least that". He expressed his thanks to Mr. Machado for the work he has done thus far. Mr. Machado said it has been a pleasure to work with everyone on this project.

The Chairman turned the floor over to Mr. Machado for an update on the project.

4. Architect Report

Mr. Machado reported that from June 20th to the present, a lot of concrete work had been done. He commented that the concrete is progressing at about an average pace.

Mr. Machado informed the Committee that Mr. Troy Dixon, DeCarlo & Doll's structural engineer, has been on-site to try and expedite work that has been taking place. The Chairman interjected that Mr. Dixon has been very helpful to the workers on the site, and that it was Mr. Machado who suggested Mr. Dixon assist the workers understand the drawings.

He then said that he had a successful meeting with the United Illuminating Company regarding the Light the Night program. He added that the necessary paperwork had been submitted to UI.

Mr. Machado also said they have been in communication with the Regional Water Authority regarding the backflow preventer; the Fire Department is working on that presently.

Mr. Machado then reported that there have been five requests for information (RFI). He said the information relating to RFIs could be found on most of the contract documents.

He explained that the shop drawings are currently being revised and there might be a way to eliminate some of the steel needed in the building, producing a credit. He said that with this modified steel work, the project can make up some time. Committee Member Vetro inquired of Mr. Machado if in his opinion the project is moving along on schedule, to which Mr. Machado replied that since June 20th, it is going per a reasonable pace.

Committee Member Jansen requested copies of job meeting minutes; the Chairman said he would email them to anyone interested. Mr. Machado reviewed the most recent job meeting minutes with the Committee.

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Mr. Machado apologized for not yet providing to Chief LaVecchia a copy of the floor plan and elevation rendering. He assured the Committee he would provide those as soon as possible.

5. Battalion Chief Healey

Committee Members Brennan and Toohey made and seconded a motion to pay DeCarlo & Doll's invoices regarding the contract administration fee, job meeting minute preparation, and revised floor elevation drawings, if the amounts were found to be correct. Motion carried unanimously.

6. New Business

The Committee decided to meet next on July 15th at 6:00 at Fire Headquarters to discuss Salce Contracting's most recent payment application.

7. Adjournment

Committee Members Bevan and Corvino made and seconded a motion to adjourn at 1919 hours. Motion carried unanimously.

Recorded by C. Birney